



MCHENRY COUNTY
BOARD OF HEALTH
MINUTES • DECEMBER 4, 2018

Regular Meeting

Health Department - Annex A

7:15 PM

Annex A Conference Room, 2200 North Seminary Avenue, Woodstock, IL 60098

1. CALL TO ORDER

Meeting called to order at: 7:28 PM by William Stinson.

PRESENT: McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino, Adamson, Gugle, Nomm, Karras, Howell, Goodlow, Volant
ABSENT: Faccone, Hatch, Lin

2. PUBLIC COMMENT

3. MINUTES APPROVAL

A. Minutes-October 22, 2018

RESULT:	APPROVED BY VOICE
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4. ADMINISTRATOR'S ORAL REPORT

Mr. Gugle and Ms. Nomm updated board members on the recent Legionella outbreak. Mr. Gugle stated that there were three residents from the McHenry Villa, an assisted living facility, diagnosed with Legionella. Mr. Gugle stated the facility has been very cooperative throughout the investigation.

Ms. Nomm told the board that the investigation centered around environmental issues. The Illinois Department of Public Health was the lead agency on the investigation, and the McHenry County Department of Health Environmental Health division assisted with the samplings taken and acted as a liaison since we are familiar with the facility.

Ms. Nomm said the rooms of the 3 potential cases were evaluated as well as other areas of the building. There were plumbing violations found and conditions that would allow for proliferation of the Legionella bacteria. Ms. Nomm noted the initial recommendation was to evacuate the building so corrections could be made. However, the corrections are extensive and an evacuation would not be feasible for many of the residents. Ms. Nomm said it was decided to put medical-grade filters on every fixture in the facility. This would allow the facility to have a useable water system and allow the residents to live there while the corrections are made.

Ms. Morawski asked when the water will be tested again. Ms. Nomm replied the McHenry Villa has plumbing corrections to make and the facility is working with the City of McHenry to adjust disinfection levels in the building. Once these corrections have been made Ms. Nomm said, there will be further water testing done. The ultimate goal Ms. Nomm told the board, is to have a Water Management plan in place so there is ongoing maintenance and water testing to ensure this problem is not re-occurring.

Mr. Gugle said the full plan for the mediation is due from IDPH by the end of the week and it will have additional details and also time frames for violations to be corrected.

A question was asked by Ms. McCann if the IDPH will start testing in all nursing homes since Legionella has become more prevalent. Ms. Nomm said currently long-term facilities are required to have water management plans that include this type of testing for Legionella. Ms. Nomm explained that the McHenry Villa is an independent living facility with individual apartments and testing is not mandated. The IDPH and their Plumbing Division is looking at legislative changes on a larger scale such as misters in grocery stores, and maintenance and testing of cooling towers.

5. CONSENT AGENDA

A. Disbursements

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Faccione, Hatch, Lin

B. Income & Expenses

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Faccione, Hatch, Lin

C. Administrator Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Faccione, Hatch, Lin

D. ADM Division Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Faccione, Hatch, Lin

E. ENV Division Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Facone, Hatch, Lin

F. PHN Division Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Facone, Hatch, Lin

G. VPH Division Report

Ms. Howell reviewed three Animal Control investigation updates for board members. Animal Control had to impound 15 miniature horses for violations. Ms. Howell noted there are also criminal charges pending and a hearing before the courts is scheduled in December.

Ms. Howell said one of the investigations was a dog that had 5 determinations of "dangerous". A vicious dog court agreement was put in place last year but it was violated by the owner. Ms. Howell said another court hearing was held and the judge determined the dog would be euthanized.

The Veterinary Public Health Division settled an ongoing case with the owner of a dog with 3 "dangerous" determinations. Ms. Howell said the dog would be deemed "vicious" but a proper enclosure would have to be built to keep the dog away from people. The owner is currently getting the enclosure built.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Facone, Hatch, Lin

H. Illinois Department of Public Health - IBCCP

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Facone, Hatch, Lin

I. Family Health Partnership - IBCCP

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Faccone, Hatch, Lin

J. Dr. Peter Kennedy (Individual Contractor)

Dr. Lorenc asked if the financial terms for Dr. Kennedy were different from last year. Ms. Howell replied they were the same as last year.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Faccone, Hatch, Lin

K. AgeOptions (sub license agreement)

Dr. Lorenc asked for a brief description of the Age Options agreement. Ms. Karras said it is a sub-contract. Age Options has the grant and the Health Department is paid to deliver services.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Faccone, Hatch, Lin

L. AgeOptions

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Faccone, Hatch, Lin

6. CENTEGRA DISBURSEMENTS

1. Centegra Disbursements

RESULT:	APPROVED [6 TO 0]
MOVER:	Juliana Morawski
SECONDER:	Cindy Gaffney
AYES:	McCann, Gaffney, Clarke, Morawski, Axman, Trevino
ABSTAIN:	Lorenc, Stinson
ABSENT:	Faccone, Hatch, Lin

7. FAMILY HEALTH PARTNERSHIP DISBURSEMENTS

8. CONTRACTS AND AGREEMENTS - NEW**A. Northern Lakes Equine Practice**

Ms. Howell stated that in keeping with the Emergency Preparedness Plan for the County, it would be advantageous to have a contract with a large animal veterinarian. Ms. Howell said that the Veterinary Division has a need for this type of veterinarian for investigations and evaluations as well as a medical advisor.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Linnea Axman
SECONDER:	Juliana Morawski
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Facone, Hatch, Lin

B. MRM-Electrical Recycling Agreement

Ms. Nomm explained that this is a Letter of Understanding with the manufacturer's recyclers. MRM is the company that works with the county's collectors to provide transportation and recycling services.

As of January 1, 2019 the county will have two sites available for recycling and Ms. Nomm added, the county will have four one-day recycling events.

Dr. Stinson asked Ms. Nomm about the 18,000 pound minimum shipment. Ms. Nomm replied that the law is set up so that if collectors want them to pick up undersized loads, there would be a fine incurred. The Health Department has built into our contracts with vendors that they would be responsible for paying any fines for undersized loads.

Dr. Lorenc asked how many pounds of electronics were picked up at our last recycling event. Ms. Nomm stated it was our largest drop-off to date and we picked up 114,000 pounds in 4 hours. Ms. Nomm noted that 85,000 pounds were televisions and monitors. The board congratulated everyone involved with the event on a job well done.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mary McCann
SECONDER:	Ted Lorenc
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Facone, Hatch, Lin

2. Family Health Partnership Disbursements

RESULT:	APPROVED [7 TO 0]
MOVER:	Ted Lorenc
SECONDER:	Mary McCann
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Trevino
ABSTAIN:	Axman
ABSENT:	Facone, Hatch, Lin

9. PROGRAM HIGHLIGHTS**10. OLD BUSINESS**

11. NEW BUSINESS

A. 2019 Meeting Schedule

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mary McCann
SECONDER:	Ted Lorenc
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Faccione, Hatch, Lin

B. 2019 Slate of Officers

The Personnel Committee recommended to the board that the Slate of Officers remain the same as 2018. Dr. Stinson will continue as President, Mary McCann as Vice President, Dr. Axman as Secretary and Cindy Gaffney as Treasurer.

The 2019 Board of Committees will remain the same except for the addition of Dr. Lin to the Personnel Committee and Rhienna McClain-Trevino to the Retail Food Advisory Committee and the Planning Regulation, Ordinance & Public Relations Committee.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Juliana Morawski
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Faccione, Hatch, Lin

C. Merit Increase

Mr. Gugle explained to board members the complexities involved regarding the 2019 merit increase to non-union staff. In July 2018, we had approximately 34 employees that received an increase somewhere between .07% to 17.66% as a result of the compensation study. The intention of the study was to bring salaries up to market level.

Mr. Gugle noted there was an unintended consequence of the compensation study. The merit resolution stated that anyone who received 5% or more in July from the compensation study was not eligible for a merit increase, but staff hired after July qualified for a pro-rated merit. This resulted in a situation where a new hire would make more than an employee who has been here for several years

The merit dollars given to the Health Department are determined by a variety of factors. Mr. Gugle explained the merit pool is based on 2.25% of eligible staff's annual salary. However, merit increases are pro-rated for staff who received an increase because of the compensation study, and employees who were hired between March 1, 2018 and September 30, 2018. Employees who started after October 1, 2018 were not eligible for the increase.

McHenry County Department of Health's merit pool was \$60,366.00 to distribute amongst the staff. Mr. Gugle told the board that the Department has the largest number of non-union staff and saw the greatest number of compression issues. Mr. Gugle stated there was a number of meetings held internally and with County Administration to find the most fair and equitable way to distribute merit dollars and it was decided to handle the distribution as it has previously been done. Mr. Gugle said in previous years, if a staff member met the minimum score of 75 out of 100, they would qualify for their full merit in their eligibility category. With this in mind, Mr. Gugle explained an alternative solution was developed to distribute merit to maintain equity.

Several board members expressed frustration that this happened and were concerned if any corrective action would be taken. Asked what would happen if this item was tabled. Mr. Gugle stated it would go back on the agenda in January 2019 and no pay adjustment would take place effective December 1, 2018.

Ms. McCann said that corrective action of this problem should take place from the County Board. The Department of Health has been impacted the most however Ms. McCann noted, this happened to several departments and this issue needs to be resolved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ted Lorenc
SECONDER:	Juliana Morawski
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Facone, Hatch, Lin

D. Solid Waste Advisory Committee By-Laws

Ms. Nomm said the only change to the by-laws was to Article 3B, changing the appointment term from a two-year term to a three-year term. .

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Facone, Hatch, Lin

E. Re-appointment to Solid Waste Advisory Committee-Steve Schweinsberg

Ms. Nomm informed the board members that Mr. Steve Schweinsberg from Prairieland Disposal and Recycling has volunteered for another term on the Solid Waste Advisory Committee.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Linnea Axman
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Trevino
ABSENT:	Facone, Hatch, Lin

F. National Association of Local Boards of Health

Dr. Stinson told board members he was recently contacted by the National Association of Local Boards of Health (NALBOH). Dr. Stinson said they inquired if the Board of Health was interested in becoming a member. The NALBOH told Dr. Stinson the Board of Health had been members at one time and offered to do a presentation for the board if we were interested. The NALBOH provides resources, training, and information for boards such as current health issues, quality improvement, and accreditation

Dr. Stinson stated if any board members were interested, to please let him know.

RESULT: PRESENTED

12. BOARD ISSUES

Dr. Axman requested an item to add to the Board of Health agenda in the near future.

Dr. Axman told board members The Leadership of Greater McHenry County has a program available to applicants that is designed to help educate professionals to gain the knowledge and access they need to be inspired to actively participate as leaders throughout our county. It is an 11 month program starting in August 2019. Dr. Axman noted there is an application that would need to be completed if any board members are interested.

Ms. McClain-Trevino was also involved in the program and stated it was a great way to learn about the community on a completely different level.

Dr. Axman requested to add this item to the Board of Health agenda in January for further discussion and possibly a presentation from the Leadership of Greater McHenry County.

Dr. Stinson informed board members he sent e-mails to physicians on the Centegra Network regarding the open position of Medical Advisor for the Board of Health. Dr. Stinson noted he received 2 interested replies. Mr. Gugle said that he currently has 3 interested parties. The deadline for letters of interest is December 31, 2018.

13. INFORMATION AND COMMUNICATIONS

A. Thank You Letters

RESULT: PRESENTED

B. Produce Misters Flyer

RESULT: PRESENTED

C. Recycling Guide

RESULT: PRESENTED

14. OTHER BUSINESS

15. EXECUTIVE SESSION (AS NECESSARY)

Motion made by Mr. Clarke, second by Ms. Morawski to adjourn the regular meeting at 8:37 pm to enter into Executive Session to discuss a merit increase for McHenry County Department of Health Interim Administrator. The motion passed unanimously with a voice vote.

Motion made by Dr. Lorenc, second by Ms. Gaffney to go out of Executive Session at 8:50 pm. The motion passed unanimously with a voice vote.

Motion made by Dr. Lorenc, second by Mr. Clarke to go into Regular Session at 8:51 pm. The motion passed unanimously with a voice vote.

16. APPENDIX

A. Media Detail

RESULT:	PRESENTED
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B. Webstats

RESULT:	PRESENTED
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C. ENV Activity Report

RESULT:	PRESENTED
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D. ENV Well/Septic Report

RESULT:	PRESENTED
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E. ENV Lab Report

RESULT:	PRESENTED
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F. PHN Reports

RESULT:	PRESENTED
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G. VPH Reports

RESULT:	PRESENTED
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17. ADJOURNMENT

Motion made by Mr. Clarke, second by Ms. Gaffney to adjourn the meeting at approximately 8:55 pm. The motion passed unanimously with a voice vote.

